

	Portales Police Department Standard Operating Procedure & Policy	SOP #	312.01
		Date Revised:	11/04/2015
		PER. #	
1700 N. Boston St. Portales NM, 88130	Fraternization	Effective Date	
(575) 356-4404		Approval:	Pat Gallegos, Chief of Police

I. PURPOSE

The Portales Police Department encourages its employees to form friendships and strong working relationships with coworkers provided such relationships are conducted in a professional manner, do not interfere with the employee's ability to perform his/her duties and does not violate the nondiscrimination and/or the nepotism policy.

II. POLICY

A. Interoffice Fraternization

1. Portales Police Department does not allow romantic relationships between coworkers who work in the same department without prior written authorization. If employees of the Portales Police Department begin a relationship, they must disclose the relationship, in its entirety, to the Chief of Police in writing. If the two employees do not disclose the relationship immediately, they may be subject to disciplinary action up to and including termination.
2. Any and all complaints or concerns of sexual harassment, favoritism or dissension in the office must be reported to the Chief of Police. The Chief of Police will then have an investigation conducted or conduct it himself. If there is any evidence to support a finding of sexual harassment, favoritism or dissension as a result of the relationship, the Chief will take whatever action is necessary to end the same. This action can include termination of one or more employees, a requirement that the employees end their personal relationship, a change in shifts for one or both of the employees in the relationship, or other action as the Chief deems appropriate and necessary.

B. Managerial Fraternization

1. Employees in a managerial or supervisory position are forbidden from

entering into romantic relationships with any employee of the Portales Police Department. Any managerial or supervisory employee found violating this policy will be subject to disciplinary action up to and including termination.

All employees will be held to the standards of the nondiscrimination and sexual harassment policies at all times.